

REQUEST FOR PROPOSAL
TOWN OF WETHERSFIELD
TOWN ATTORNEY

The Town of Wethersfield is accepting proposals for the position of Town Attorney for a two year period. It is the duty of the Town Attorney to be the legal advisor of the Council, Manager and all departments, officers, boards, commissions and agencies of the Town, to represent the Town in all litigation in which the Town or any department, officers, boards, commission and agency thereof is a party, except as otherwise provided by the Council, and to prepare, on request of the Manager, the Council or any member thereof, ordinances and resolutions for consideration by that body. Any labor issues are handled by a separate Attorney.

Written proposals should include the qualifications of the law firm to perform such work; biographical information on the attorneys who will be working with the Town; a fee proposal for the two year period; a history of work in municipal law; any sanctions that have been given to any of the Attorneys that will be working with the Town; and references from previous municipal clients. Twelve (12) copies of the proposals including one digital version shall be delivered to the Town of Wethersfield no later than Friday December 13, 2013 at 4:00 p.m. to Jeff Bridges, Town Manager, Wethersfield Town Hall, 505 Silas Deane Highway, Wethersfield, CT. 06109. Process of interviews and selection to take approximately four weeks.

The Town Council has the right to reject any and all proposals.